

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD AND THE CITY OF CERRITOS LOCAL JURISDICTION ASSISTANCE PLAN

Background

The State of California has established waste diversion goals for California's cities and counties. The goal is to reduce waste being buried in landfills by 50 percent in the year 2000.

In consideration of the 2003-2004 Biennial Review of the City's progress in implementing its Source Reduction and Recycling Element programs and meeting the diversion requirements of Public Resources Code Section 41780, the California Integrated Waste Management Board and the City of CERRITOS entered into an Agreement on [Date July 1, 2007]. Based on deficiencies identified in the 2003/2004 Biennial Review, the Agreement established the following terms:

- A) Work with Office of Local Assistance (OLA) staff to determine gaps in program areas and make recommendations on improving, expanding, or implementing new diversion programs. OLA staff will conduct a needs assessment meeting with the jurisdiction and develop an outline of a Local Assistance Plan (LAP) that the jurisdiction will agree to by July 1, 2007.
- B) Document the City's progress in implementing selected programs and meeting the 50 percent diversion requirements. The City agrees to submit status updates to the Board on a quarterly basis beginning Q3 2007 and ending Q4 2008.

This document, with the attached LAP, summarizes the programs and tasks that must be completed in order for the Board to consider removing the Compliance Order. The LAP was developed in coordination with the City of Cerritos.

Plan Development

On May 1, 2007 and again on May 29, 2007, CIWMB's Local Assistance staff met with Mike O'Grady, Environmental Services Manager, for the City. At these meetings, details were discussed regarding customized assistance that could be provided by the CIWMB to the City of Cerritos and the efforts that the City is prepared to make to meet the 50 percent diversion goal.

Plan Actions

Local Assistance staff proposes to provide the following assistance to the City:

- 1) Coordinate on development of a LAP that identifies diversion program activities that will be implemented to achieve diversion requirements;
- 2) Provide general technical assistance to assist in the implementation of integrated waste management programs;
- 3) Provide guidance and support to the City in documenting implementation of programs;

- 4) Provide on-going assistance with annual reports, biennial reviews, and reporting requirements.

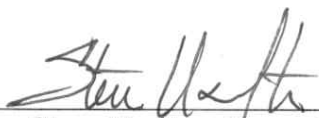
The City proposes to engage in the following activities to meet the 50 percent diversion goal:

- 1) Evaluate the most effective program option to divert residential recyclables and greenwaste;
- 2) Implement a residential curbside recycling and greenwaste program;
- 3) Implement the City's Construction and Demolition (C&D) ordinance;
- 4) Confer with the City's franchised waste hauler and waste facility regarding identification of C&D loads and processing of mixed C&D materials;
- 5) Improve efficiency and effectiveness of the Commercial diversion program;
- 6) Analyze any disposal reporting issues the City can identify;
- 7) Continue to provide quarterly reports on the City's progress to the CIWMB and maintain a compliance order binder to document the City's efforts at complying with the compliance order and associated LAP;

CIWMB assistance provided to date:

- 1) CIWMB staff has met with the City on November 2, 2006 to discuss the City's 2003-2004 biennial review status. The meeting included a site visit to the facility that handles most of the City's diversion and disposal activities.
- 2) CIWMB staff has provided technical assistance and consultation on diversion program gaps and opportunities for correction and have met with the City to develop the LAP on May 1, 2007 and May 29, 2007.

The purpose of this LAP is not to establish a binding contract between the parties. Rather, it is designed to document the assistance that is needed and the assistance that the Board can provide. The Local Assistance, Los Angeles Section and the City of Cerritos have mutually developed this Plan and believe that it provides the acceptable level of assistance and commitment necessary to meet the 50 percent diversion requirement.



Steve Uselton, Supervisor,
Local Assistance, Los Angeles Section



Art Gallucci, City Manager
City of Cerritos

January 2005-December 2005

Local Assistance Coordination Work Plan - City of Cerritos (Final 6-28-2007)									
		Completion Dates* (based on calendar year)							
		3rd Qtr. 2007	4th Qtr. 2007	1st Qtr. 2008	2nd Qtr. 2008	3rd Qtr. 2008	4th Qtr. 2008		
1) IMPLEMENT RESIDENTIAL CURBSIDE RECYCLING AND GREENWASTE COLLECTION PROGRAM									
a.	Require the submission of proposals from the current service provider that describes program options, and a timeline for complete rollout of enhanced residential recycling services. Proposals must contain the information needed for the City administration or governing body to make a determination of a specific option for provision of services. The due date for proposals will occur prior to July 1, 2007								
b.	City staff will make recommendations to the City governing body on specific programs that will be used to provide residential curbside recycling and greenwaste collection. Information about the programs will at a minimum include a description of the program and equipment used to service the program, a description of the method and location for processing all materials collected, and the public information campaign that will be used to rollout the new services. The City should review the options for the most effective method for recovering recyclables and greenwaste generated from the residential sector. The City's governing body will have a public review the City's staff recommendation by August 1, 2007. If the City's governing body determines that a formal RFP is needed, the City will notify CIWMB of an estimated timeline to complete the RFP process.								
c.	Unless a request for extension is made by the City and approved by the Board, the City will negotiate the specific proposal selected by the City's governing body and prepare a recommendation for approval by the City's governing body of an agreement for residential recycling services by October 1, 2007.								
d.	The approved agreement and implementation timeline must be forwarded to the CIWMB by October 1, 2007								
e.	Implement the residential automated curbside recycling and greenwaste collection program as per the City's agreement and monitor the program on a monthly basis through monthly reporting by the hauler.								
f.	Report progress to Board staff on quarterly basis.								

January 2005-December 2005

Local Assistance Coordination Work Plan - City of Cerritos (Final 6-28-2007)							
		Completion Dates* (based on calendar year)					
		3rd Qtr. 2007	4th Qtr. 2007	1st Qtr. 2008	2nd Qtr. 2008	3rd Qtr. 2008	4th Qtr. 2008
2) IMPLEMENT CONSTRUCTION AND DEMOLITION (C&D) ORDINANCE							
a.	The City must adopt a Construction and Demolition Ordinance to regulate private building projects. The ordinance should consider information presented in the CIWMB's C&D Diversion Informational Guide and Model C&D Ordinance and ordinances adopted by surrounding communities. The ordinance, at a minimum, will require that 50 percent of waste materials from projects meeting the project size thresholds determined by the City will be diverted. The ordinance will also regulate projects handled by the City's franchise hauler so that materials will either be source separated at the project site or mixed C&D loads will be routed to a processing facility capable of sorting mixed C&D loads and diverting 50 percent of materials handled. The Ordinance must be introduced to City Council no later than October 1, 2007.						
b.	This C&D ordinance will be adopted no later than November 1, 2007.						
c.	The City will make available to building permit applicants a "Facts-At-A-Glance" description of the City's C&D Ordinance, and a resource list of existing and potential markets/facilities for construction and demolition wastes (concrete, asphalt, wood waste, drywall, etc.).						
d.	Implement the City's approved C&D recycling ordinance. The City will involve the City's plan check and/or building safety approval desk in organizing a strategy to administer applicable private projects and ensure compliance. The City will also make provisions to plan for diverting street improvement project materials and materials from other City or public projects.						
e.	Monitor implementation of C & D Ordinance and affected projects and make program improvements if necessary.						

January 2005-December 2005

Local Assistance Coordination Work Plan - City of Cerritos (Final 6-28-2007)						
	Completion Dates* (based on calendar year)					
	3rd Qtr. 2007	4th Qtr. 2007	1st Qtr. 2008	2nd Qtr. 2008	3rd Qtr. 2008	4th Qtr. 2008
3) IMPROVE EFFICIENCY AND EFFECTIVENESS OF COMMERCIAL DIVERSION PROGRAM						
<p>a. To increase diversion from the commercial sector the City will work with its franchise hauler to identify "recycle-rich" or "dry routes" that will be flagged for sorting/processing to recover recyclable material. By October 1, 2007, the City will require the hauler to provide a listing of all commercial routes serviced for each day of the week, and an indication of which routes have been identified as "recycle-rich" or "dry routes", and an estimate of the recovery percentage for each flagged route. The effort is intended to reduce contamination of recyclable material and improve sorting effectiveness. A Commercial Route Diversion Summary Sheet is provided to guide the City on what information it should collect from the haulers to monitor the commercial recovery program. The City will require the commercial service provider to coordinate with the processing facility to ensure that collection vehicles that contain flagged routes are processed for recyclable material.</p>						
<p>b. A City representative will visit the sorting/processing facility used to recover materials from the City's commercial waste on a quarterly basis and make written observations of how the City's commercial loads are handled. Information that the City will document includes: methods at the gatehouse to identify collection vehicles that are on the list of flagged routes, an assessment of sorting/processing effectiveness, including an estimated recovery rate. Observations made by the City should be retained in the Compliance Documentation Binder described under the quarterly report section of this workplan.</p>						
<p>c. The City should provide written communication to its waste collection service provider of any deficiency identified during these visits within 10 days of the City's visit and observations. The service provider should be required to provide a written response of corrective actions to resolve the problem.</p>						
<p>d. Report progress to Board staff on a quarterly basis. The report should include a summary of the City's findings during the quarterly visits, and method of corrective action if necessary.</p>						

January 2005-December 2005

Local Assistance Coordination Work Plan - City of Cerritos (Final 6-28-2007)						
	Completion Dates* (based on calendar year)					
	3rd Qtr. 2007	4th Qtr. 2007	1st Qtr. 2008	2nd Qtr. 2008	3rd Qtr. 2008	4th Qtr. 2008

January 2005-December 2005

Local Assistance Coordination Work Plan - City of Cerritos (Final 6-28-2007)									
		Completion Dates* (based on calendar year)							
		3rd Qtr. 2007	4th Qtr. 2007	1st Qtr. 2008	2nd Qtr. 2008	3rd Qtr. 2008	4th Qtr. 2008	4th Qtr. 2008	4th Qtr. 2008
4) REPORT QUARTERLY AND ANNUALLY									
a. Develop a Compliance Documentation Binder to track and document the progress of each of the compliance order tasks. Copies of public education materials, service contracts, collected data shall be collected and compiled by the City in support of completion of the Compliance Order. This binder shall be a record of the task implementation and the evaluation of program implementation progress and made available to Board staff upon request.									
b. Submit to the Local Assistance representative a quarterly report that includes the status of implementation of all programs identified in this Work Plan. The report shall include any issues that need attention and comments from the City. Guidelines for completing the quarterly update are provided by Board staff and should be reviewed by the jurisdiction to ensure a comprehensive report is submitted. A single example of all newly printed educational materials should be included in the quarterly reports with an explanation of how the item is distributed. Monthly hauler reports should also be submitted. Each quarterly report is due 30 days after the end of the calendar quarter.									
c. Complete annual reports and submit to the Local Assistance representative by the deadlines presented each year.									
<p>Note: Shaded areas indicate the reporting period for completion of tasks</p> <p>* Key to column dates: Q3-07 = January, 2007 - September 30, 2007 Q4-07 = October 1, 2007 - December 31, 2007 Q1-08 = January 1, 2008 - March 31, 2008 Q2-08 = April 1, 2008 - June 30, 2008 Q3-08 = July 1, 2008 - September 30, 2008 Q4-08 = October 1, 2008 - December 31, 2008</p>									